



Universal Service Administrative Company
Schools & Libraries Division
Case SR-2002-BEN#141471

June 21, 2002

To: John Ristiano
Applicant: Cotulla Indep SD
Entity #: 141471
Phone: 830-879-4321
Fax: 830-879-3609
Re: Application Number(s): 304549, 313613-SELECTIVE REVIEW

Response due: 6/28

As we discussed in our conversation, we are in the process of reviewing all Form 471 applications for schools and libraries discounts to ensure that they are in compliance with the rules of the federal universal service program. We are currently in the process of reviewing your Funding Year 2001 Form 471 Application. To complete our review we need some additional information. The information needed to complete the Review is listed below.

In reviewing your item 25 Selective Review information the following areas are low in relation to the level of network resources you are requesting. For each area listed, please provide the information requested by the close of business 6/28/02. If we do not receive the information by that date, your application will be reviewed based on the information we currently have, which may impact the approval of your application.

Retrofitting:

- Your investment in retrofitting appears low in relation to the level of network resources you are requesting. Have you already retrofitted your buildings for technology (prior to 2001)? If so, can you briefly document the dollar amount and/or the work done? Also please indicate if this is a relatively new school (past five years or so). If not, please provide a one-page summary of the resources and strategies you have available to retrofit your schools for technology.

Retrofitting refers to removing asbestos, adding air conditioning, upgrading wiring, building server closets, knocking down or drilling thorough walls, or anything else done in order to prepare buildings for new technology.

Budget:

The letter you submitted dated June 6, 2002 signed by Willard Lively indicates that the district is in the process of compiling the 2003 budget. Is this budget approved? If so can you please send us a copy showing both expenses and revenues and clearly indicating where your share of e-rate is available. If the approved budget is not available and in addition to this letter we also need one of the following:

- A draft budget
- A resolution of a governing Board authorizing the filing of a Form(s) 471 for a given dollar amount, for given services and/or products, within a given timeframe. For us to consider such a resolution sufficient evidence that your entity has provided for payment of your share of E-rate, the resolution should specify the funding year, the fiscal year, or the school year during which the payment is authorized.
- If donations (or other dollars from any contributor) are a source, a signed commitment letter from the donor (e.g. school or library foundation) to the applicant specifying 1) the level and commitment of funds or other resources; 2) the timing of the delivery of such resources, along with a dispositive indication that the resources are for E-rate supported products/services or for items needed to use effectively the discounted services. (The indication as to the use of the resources might come from the donor or be reflected in a Board resolution committing donations to E-rate related purposes.)

Please indicate if there is a consulting agreement and if so provide a copy of the entire consulting agreement(s) relating to the planning, implementation and support of your E-rate funding request(s).

Please fax or e-mail the requested information to my attention. If you have any questions please feel free to contact me.

It is important that we receive all of the information requested so PIA can complete its review. **If you are unable to provide the requested information because your school has closed or will shortly close for summer break, please let me know when you will be available to respond to these questions. Failure to do so may result in a reduction or denial of funding.**

If we do not receive the information within seven calendar days, your application will be reviewed using the information currently on file.

Thank you for cooperation and continued support of the Universal Service Program.

Sincerely,

Pina Portanova
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